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MEMORANDUM

TO: M/MO - Ambassador Robert H. Miller

FROM: A - Thomas M. Tracy

SUBJECT: List of Issues To Be Covered in Transition Briefing Materials

In addition to the assumed standard requirements of office authorities, responsibilities, and functions, the following issues will be discussed in the A Bureau briefing materials:

1. The enhancement worldwide of communication capabilities, including telegraphic, telephonic, word processing, and mini-computer systems.

2. White House Travel, including problems now foreseen with the Economic Summit in Ottawa during July 1981.

3. The Security Enhancement Program.

4. Diplomatic Reciprocity Act.

5. The question of purchase versus lease of overseas properties, as an adjunct, the question of housing standards and the equity of treatment of different agency personnel abroad.

6. Major Capital Construction Projects, including the Moscow Chancery Project.

7. The International Chancery Center Project.

8. The question of space within this building.

I am also, at least at this point, contemplating a broad stroke concepts paper on the direction of A in the 1980s.

I have designated Jeffrey White, [illegible] office as the transition contact for the A Bureau.

DEPARTMENT OF STATE A/CDC/MR
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